



DEPARTMENT OF THE ARMY
HEADQUARTERS UNITED STATES ARMY FORCES COMMAND
1777 HARDEE AVENUE SW
FORT MCPHERSON GEORGIA 30330-1062

REPLY TO
ATTENTION OF

AFLG-PR

18 May 2001

MEMORANDUM FOR ALL FORSCOM DOCS

SUBJECT: Contracting Information Letter (CIL) 01 – 21, Prohibition on the Use of Numerical Weighting to Evaluate Proposals

1. On 5 March 2001, the Acting Deputy Assistant Secretary of the Army (Procurement) signed a memorandum that prohibits the use of numerical weighting (numbers, points, or percentages) to evaluate proposals (enclosed). The memorandum specifically sets forth the following guidance:

a. The assigning of numbers, points, or percentages to evaluation factors and sub-factors is not an authorized method of expressing relative importance and shall not be used in solicitations, source selection plans, and evaluation reports.

b. Evaluation factors and sub-factors must now be definable in qualitative terms using adjectival narrative, colors, or other non-numeric indicators.

2. The rewrite of the Army Federal Acquisition Regulation Supplement (AFARS) reflects this restriction. This prohibition cannot be waived either on an individual or class basis as an AFARS deviation.

3. The guidance applies to solicitations that were issued on or after 5 March 2001.

4. The PARC Office is currently preparing training that will help clarify what to include in solicitations, source selection plans, and evaluation reports.

5. For additional information, please contact Mr. Oscar F. Eichhorn at DSN 367-5632 or oscar.eichhorn@forscom.army.mil.

Encl
as

CHARLES J. GUTA
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DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY OF THE ARMY
ACQUISITION LOGISTICS AND TECHNOLOGY
103 ARMY PENTAGON
WASHINGTON DC 2031-0103
March 5, 2001



REPLY TO
ATTENTION OF
SAAL-PP

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Prohibition on the Use of Numerical Weighting to
Evaluate Proposals

The following direction is provided to contracting personnel concerning the prohibition on the use of numerical weighting to evaluate proposals.

Effective immediately with the date of this memorandum, numerical weighting (i.e., assigning points or percentages to evaluation factors and subfactors) is not an authorized method of expressing the relative importance of these factors and subfactors. Evaluation factors and subfactors must be definable in readily understood qualitative terms (i.e., adjectival, colors, or other indicators, but not numbers) and represent the key areas of importance to be considered in the source selection process.

The rewrite of the Army Federal Acquisition Regulation Supplement (AFARS) will reflect this direction. This direction is not waivable, either on an individual or class basis, as an AFARS deviation.

My point of contact for this action is Mr. Stephen L. Lake, 703-681-1039. Please contact him, if he can provide any additional assistance.

Edward G. Elgart
Acting Deputy Assistant Secretary of the Army
(Procurement)

Encl